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# INTRODUCTION TO LIBRARY & DR. J.A KADIR

## LIS 113 INFORMATION PROFESSIONS

### COURSE OUTLINE

1. Librarianship as a profession
2. Librarians as information professionals
3. Roles & skills of the Librarian
4. Professional ethics in library and information works.
5. Library employment sectors
6. Professional regulations
7. Trends in library profession
8. Training of professional Librarian
9. New developments in Libraries

Ancient Library in Greece: Aristotle's Library & Alexandrian Library:

The Greeks were famous scholars, among who were Plato, Archimedes, Aristotle, Hippocrates, Herodotus and Aristotle. The works of these men were written on papyrus. Egypt was under the Greek Empire and Alexandria was the Mediterranean seaport of Egypt.

Another notable library established was at Pergamum in Asia Minor, which was part of the Greek Empire, called the Pergamum Library by King Attalus.

Parchment - Asia

## LIBRARIANSHIP AS A PROFESSION

### M E A N I N G O F A P R O F E S S I O N

A profession is a vocation founded upon specialized educational training, the purpose of which is to supply this interested objective counsel and service to others for a direct and definite compensation, wholly apart from expectation on other business gain.

A profession is something a little more than a job, it is a career for someone that wants to be part of society, who becomes competent in their chosen sector through training, maintain their skills through continuous professional education (CPE).

A profession is a discipline group of individual who adhere to ethical standard who hold themselves out as, and are accepted by the public as possessing knowledge and skills in a widely recognize body of learning derived from the research education & training at a high level and who are prepared to apply this knowledge and exercise this skills in the interest of others.

## CHARACTERISTICS

1. Rendering a specialized service based upon advanced specialized knowledge & skills and dealing with his problems primarily on an intellectual plain rather than on a physical or manual labour plain.
2. It involves confidential relationship between a practitioner and a client, or an employer.
3. It is charged with a substantial degree of public obligation by virtue of his professional ~~stand~~ ~~to contribute~~ effort of specialized knowledge.
4. Enjoys a common heritage of knowledge, skills and status to cumulative store of which professionals ~~and~~ ~~men~~ ~~abound~~ to contribute efforts.
5. Performs his services to a substantial degree in the general public interest, receiving compensation through limited fees rather than through direct profit from the improvement in goods, services and knowledge that is accomplished.
6. It is bound by a distinctive ethical code in its relationship with his client, colleagues and the public in general.

LRCN - Librarian Registration Council of Nigeria

## Highlights

- \* Acquisition of skills for the profession
- \* Education and training
- \* Acceptance & recognition of professional association
- \* Association of professionals

NLA - Nigeria Library Association

WALA - West Africa Library Association

IFLA - International Federation of Library Association

AFLIA African Library & Information Association and Institution.

## LIBRARIANS AS INFORMATION PROFESSIONALS

### Definition of Library

A library is a collection of sources of information and similar resources made available / accessible to a defined community for references or borrowing. It provides physical or digital access to materials that it may be in a physical room or a virtual space or both.

A library is an organised collection of public books and other materials organised and materials for use i.e. consultation, reading, study and research.

Contents of a Library include: books, periodical, newspaper, manuscripts, films, maps document, micro forms, compact disk, video tapes DVDs, blu-rays, disks, e-books, audio books databases and other formats.

Library can be defined as a collection of books or other materials organised and maintain for use that is for reading, consultation, study, research etc. (UNESCO)

A Library is a collection of books and other prints and non print materials organised and maintained with the services of Librarian able to maintain and organised so that people can read, relaxation.

## TYPES OF LIBRARIES

### 1 PUBLIC / STATE LIBRARY

These are libraries funded by the national or state government established to meet the general information needs of the public. In a local parlance, such libraries are called University of the Common Peoples.

because they cater for the educated & Non-educated needs. They also performs special duties such as the custodian of all government publication (Legal Depositor).

## 2 SCHOOL LIBRARY

These are libraries of Primary / Secondary Schools. They are expected to store basic texts, story books and reference materials to suit and developing reading habit of school children student.

## 3 ACADEMIC LIBRARY

These are libraries of tertiary institutions especially Universities, Polytechnics, Monotechnics, Colleges of Education. Academic libraries store materials for reading and research in subject taught in their parent institution.

## 4 RESEARCH LIBRARY

These are libraries attached to research institution e.g. federal research institutions.

## LIBRARY

### 5 SPECIAL / PRIVATE / PROFESSIONAL

These are libraries established to serve specialised interest, this could be a private library established by an individual. Often times, private library could emanate from the vocation of profession of the founder. E.g ~~S.S.O.~~ Shoprite Library (like) established by late Chief Obafemi Awolowo, Olusegun Obasanjo presidential library (Abekwaba) established by former ~~Hon.~~ President, Olusegun Obasanjo. Such library will contain information about the political life of the founder. Some private libraries are trade libraries having records and papers of businesses transacted by prominent business men.

### 6 PROFESSIONAL LIBRARY

These are libraries established for specialised professional use such as Law, accountancy and engineering among others. Often times,

professional libraries are established by professional bodies like Institute of Chartered Accountancy of Nigeria (ICAN), Council of Registered Engineers of Nigeria (COREN). In some cases, special libraries could be determined by the type of user, materials and equipment in the library. A good example of this is the Federal College of Education Special (Oyo).

## WHAT A LIBRARY SHOULD BE

### 1. Education Centre

In developing countries, a library should be a place where people go and read to obtain their basic certificate.

### 2. It should be a social or cultural centre

### 3. Information & Communication Centre

By providing information, reference services, directional guidance, simple classification and explanation of issues / things, center for conservation of local artefacts, oral literature, collections of books, journals

5. Place of entertainment or relaxation

## ~~GOALS & SKILLS OF LIBRARIANS~~

## ROLES & SKILLS OF A LIBRARIAN

Who is a librarian?

Librarian is a professional trained person who is responsible for the care of library and its content. The work of a librarian include the following:

1 Selection, Processing and Organization of Materials and also delivering information, instruction, loan service to meet the needs of the user. In an online environment, the role of a librarian is to manage and mediate access to information that may exist in electronic formats.

2 A librarian as a generalist.

Select, purchase, organized physical of information available in library irrespective of subject, science, humanities,

technology, medicine etc. It helps people to get what they need.

B Librarian as a Specialist

librarian can specialise in some

specific areas in library

### Skills Required For a Librarian

Today's librarians must be expert in dealing both physical and digital information. Because of this, every librarian must have or develop the following skills in order to succeed now and in future:

#### 1 Information Curation

Information curation is very crucial to the librarians.

#### 2 Indexing or high value research: Digital Information operate mostly on find it yourself

#### 3 Digital preservation: ~~Librarians have~~ have physical traditional assets

4 Mobile Environment

5 Collaboration, coaching and facilitation

He should be able to coach people using  
the library

## 100% PROFESSIONAL ETHICS IN LIBRARY AND INFORMATION WORKS.

Meaning of Ethics

The word "Ethics" is derived from the Greek word "Ethikos" meaning custom or character. Western dictionary defines Ethikos as the discipline dealing with what is good or bad. Ethical and professional quotes and principles do not meant to replace law ~~or~~ <sup>but serve as</sup> morality to preserve as guild

### PROFESSIONAL

Professional Ethics encompass the personal, organisational and corporate Person standard behaviour expected of a ~~people~~

LIS profession is of public service and therefore require highest standard of

At respect

Ranganathan - The first person to bring out  
the origin of ethics.

honesty, integrity and character. Only  
those who are ready to serve

## ETHICAL PRINCIPLES OF LIS

1. Lib professionals protect children and youth from contents unsuitable for them, according to young person protection acts.
2. Respect all client privacy, personal data will be saved only to ensure service delivery and only within the legal fee world.
- 3.

## PRINCIPLES

### ETHICS, PROFESSIONAL & OTHER SERVICE

1. Encourage shaping of opinions and free flow of information so as to facilitate free access to all kinds of information resources provided by our democratic society.
2. Protect cultural heritage according to librarians' collections' mandate.
3. Support service and research by providing information resources and related services

4. LIS professionals should be committed to the principle of life long learning in order to improve own competence and competence of all members of the public.
5. Organised event to promote rhyme and active use of the information use alone and in cooperation with partners.
6. LIS professionals relationship with suppliers and other partners is based on high ethical standard.
7. Choose information resources exclusively according to the objective criteria that is their quality to meet the needs of every users, regardless of personal reference and influence of third party.
8. Provide information on internet as data and full text within the legal limit to increase accessibility.
9. Treat all Colleagues with fairness and respect and promote a culture of co-operation responsible acting and mutual trust.
10. Recognise the right of Creator and copy

right holder of copy right protected

library of information

11 Apply professional competence to preserve heritage holding for future generation.

12 Professional independence, respect, fearlessness, willingness to co-operate and critical loyalty defined our interaction to our Superior Officers.

### Summary

1. ~~Access~~ My Access to Information

2. Responsibility towards individual and society

3. Privacy & transparency

4. Neutrality, Personal integrity and professional skills

5. Colleague and employee relationship.

6. Open access of intellectual property

SDI - Selective dissemination of information

# LIBRARY EMPLOYMENT SECTOR

Duties of a typical Librarians

1. Help Library patrons to conduct research and find out information they need.
2. Teach classes about information resources and help users evaluate <sup>and</sup> search reference materials.
3. Organise Library materials so that they are easy to find.
4. Plans program for different audiences /users such as Story telling for children
5. Develop and index database of Library materials
6. Research new books and materials by reading book reviews, publishers announcement and Catalogue
7. Choose new book, audio, video books and other materials for the library
8. Research and buy relevant equipment such as computer, furniture among others for the library
9. Train and direct library technician, assist other support staff and volunteers
10. Prepare and Implement library budget (financially)

# TYPES OF LIBRARIANS

Basically, there are 4 sectors in the library where routine activities take place toward delivery of efficient librarians.

- These are <sup>Aquisition</sup> Librarians
1. Acquisition → Where they buy books and information materials.
  2. Cataloguing and Classification → Management of books according to the subject
  3. Readers Services Section → Registration of users
  4. Serials - where they keep newspapers, magazines. → Serials librarians.

Overall head that supervises all the types of librarians listed above

- 1 University librarians in the University
- 2 Polytechnic librarians in the polytechnic
- 3 College librarians in college of Education
- 4 Medical librarians in medical schools

## 1. USERS SERVICES / REFERENCE LIBRARIANS

They help user or patron to find information they need using both electronic or physical material.

2 Technical Services Librarian: They are librarian working in the technical section of the library. They organize materials

to make it easy for user to locate it and they are less likely to work directly with library users.

### 3 Administrative Service Librarian

They are the overall head of Libraries such as University, poly, college etc. In public services, they call them directors.

- 1 They hire and supervise staff
- 2 Prepare and implement approved budget and regulate contract for library & equipment
- 3 They are involve in fund raising of library

### 4 Academy Librarian

These are librarians working in academy institution. They assist Student, faculty and staff in tertiary institution. They help student research related subject relevance to their course of work and teach student on how to search or access relevant information.

## Unit 5 School Librarians:

These are librarians in primary & secondary school. Sometimes ~~are~~ they are called School media specialist.

## Unit 6 Special Librarians

They work in settings other than schools, academy or public library. They <sup>are</sup> called information professionals.

All librarian undergo similar training and become specialist through experience.

## QUALITIES OF A LIBRARIAN

1 Communication Skill: It should be able to explain ideas and information in a way that users will understand.

2 ICT skill: A librarian should be more along with address with ICT such as computer, internet solving, audio and visual management to assist users.

They should be able to use computer to classify resources, create databases and perform administrative duties because new information technology and resources constantly change. They must be able and willing to continually update their knowledge on these changes to be effective in their job.

### 3 Inter-personal Skills

A librarian should be a good mixer with clients and potential client so as to be able to know their needs in advance.

### 4 Rhythmic Skill

Librarians must be excellent and avid readers in special and general issues so that they will not be caught unaware by client. Those in Special libraries need to keep abreast of happenings in the field by reading newspapers, magazine, relevant journals among others.

# PROFESSIONAL REGULATIONS

Professional regulation is to control the conduct of members practicing the professions with ensuring acquisition of relevant and recognise training.

Librarianship as a profession has undergone many stages before its become a profession in Nigeria.

The main bodies are responsible for recognition and development of library.

The bodies are:

1. Librarian Registration Council of Nigeria (LRCN)

2. The Nigerian Library Association (NLA)

These bodies are affiliated with other relevant national and inter-national bodies. Bodies like: American Library Association (ALA), Ghana Library Association (GLA), British Library Association (BLA).

## LRCN

This is a body set up by the government. full recognition of librarianship as a profession was establish with Decree 12 of 1995 on the 15th june by the federal military government. This decree has 5 headings with 26 sections in all.

The mandates i.e the power given to them are:

1. Determining who is a librarian. (They have the right to set up a standard).
2. Determining the level of knowledge and skill required to be a librarian.
3. Register all qualified Librarians.
4. Set and maintain standards for all categories of library.
5. Maintain discipline within the LIS profession.
6. Accredit library School programs.

In order to meet their mandate, LRCN came up with a vision. Vision says this:

"The vision of LRCN is to be a world class regulatory body that provide path

Platform for the delivery of quality library and information service in Nigeria".

## MISSION

To pursue the attainment of professional excellence by

1. Determined who are librarians
2. Set standard of knowledge and skills required for registration and practice.
3. Set guidelines for accreditation and minimum standard for libraries.
4. Maintenance of professional disciplines.

## TRENDS IN LIBRARY PROFESSION

Librarianship as a profession has undergone and still undergoing reformation in order to enhance its development especially with the going trends in learning, teaching, research and ICT. Because of this, library is facing many challenges such as

1. Users Centered Library: Originally

library used to be the main source of information and book in many paper. Today, people access information free. Therefore, it has to do full the line of ICT. In order to be relevant, librarians also will need to continuously develop to meet the challenges in information technology. This does not mean that print materials are not relevant, it is about finding the right combination that will justify the existence of libraries especially public ones. Furthermore, libraries should be made flexible in arrangement and organisation such as Home-like spaces and room for collaborating work between and among users library should be involved in literacy programs.

## 2 Visibility of Library Catalogues on the Web

Online library catalogue databases work differently for those of the web users. This means that majority of search engines is

The challenge therefore is how to make individual library catalogue visible by the search engine. This can be done by either adapting the database of your catalogue to World wide Web (www) or by creating a web with make computer software and web interaction more efficient.

### 3. Acquisition of Periodicals

Periodicals that public scientific work or an essential library collection.

The periodicals public industry has changed significantly in the last two decays with publishers scholars are acquired as a result there is regularisation of market.

Others;

T.D.L Community involvement: Number of visitors in the library is reducing/declining the more technology is deployed the more the need for face to face interaction.

- 2) Focus on library group i.e. identify the groups in your library and solve their problem.
- 3) Re-inventing the library services, physical library.

## TRAINING OF PROFESSIONAL LIBRARIANS

Librarians as professionals required training at both formal and informal level to be able to fit into the profession properly and adequately.

The training include the formal training that is received in any library school at the tertiary level of education like Universities both at under graduate in Nigeria. Many universities and polytechnics of Library and Information Science are in the area with the advent of ICT.

### Areas of formal Education

1. Application of ICT
2. Research and Statistics
3. Collection development

- 4. Technical Services
- 5. Indexing and Abstracting
- 6. Reference work → assisting reader to get quick information
- 7. Electronic Publishing

### Other aspect of Information

- i. Conferences
- ii. Workshop
- iii. Seminars.

\* Technology - Trend that will affect librarianship in the future. It will continue improvement of technology. Librarians should attend based conferences and Trend fair and exhibition.

Educating patrons of Science and technology  
Promoting creative problem approach.  
Offering experimental learning opportunities.

2. Gamification - Conversion of reading/research process to gains. They will be relevant to children library.

3 Virtual reality - It combines reading, fiction, audio fiction and 3D visualization.

4 Coding - library will offer basic computer literacy classes, word processing and internet use. It will help the users to be abreast in its trends with ICT.